

HOSPITALITY COMMIS CHEF



A Commis Chef is the most common starting position in many kitchens and in principal the most junior culinary role. A Commis Chef prepares food and carries out basic cooking tasks under the supervision of a more senior chef. The primary objective is to learn and understand how to carry out the basic functions in every section of the kitchen. Therefore having the opportunity to experience, consider and value each section with a view to choosing an area where they feel most inspired. The learning journey of any chef will vary considerably from one individual to the next; however it is necessary to understand and have experience in the basics that this role provides in order to progress to any future senior chef role.

 Level 2

 12 Months

 £9,000

Entry requirements

Employers will set their own entry requirements in order to start on this apprenticeship.

Qualifications

Progression from this apprenticeship is expected to be into a chef de partie role or senior production chef role.

Delivery method

The apprenticeship will be delivered via day release attendance at Heart of Worcestershire College. Apprentices will also be visited in the workplace every 5-6 weeks by a College Learning and Skills Development Officer (LSDO). Every 10-12 weeks the LSDO will arrange a progress review with the employer mentor and the apprentice.

To comply with funding rules apprentices will need to commit 20% of their agreed apprenticeship duration to learning which must be off-the-job.

What apprentices will learn

Skills

Culinary

- Identify the factors which influence the types of dishes and menus offered by the business.
- Recognise how technology supports the development and production of dishes and menu items in own kitchen.
- Recognise the importance of checking food stocks and keeping the storage areas in good order, know the procedures to carry out and how to deal with identified shortages and food close to expiry date.
- Know how to undertake set up, preparation and cleaning tasks to standard whilst working in a challenging, time-bound environment.
- Identify correct ingredients and portion sizes for each dish in line with recipe specifications.
- Identify the principles of basic food preparation and cooking; taste; allergens; diet and nutrition.
- Identify commonly used knives and kitchen equipment and their specific function.
- Recognise and understand sources and quality points of common food groups and commodities.
- Identify traditional cuts of; and basic preparation methods for, meat, poultry, fish and vegetables.
- Recognise the impact of seasonality on the availability, quality and price of ingredients.

Food Safety

- Identify the personal hygiene standards, food safety practices and procedures required, understand the importance of following them and consequences of failing to meet them.
- Know how to store, prepare and cook ingredients to maintain quality, in line with food safety legislation.

People

- Understand how personal and team performance impact on the successful production of dishes and menu items.
- Know how to communicate with colleagues and team members from a diverse range of backgrounds and cultures.
- Understand the importance of training and development to maximise own performance.
- Know how to support team members when the need arises.
- Have an understanding of professional behaviours and organisational culture.
- Recognise how all teams are dependent on each other and understand the importance of teamwork both back and front of house.

Business

- Understand the basic costing and yield of dishes and the meaning of gross profit.
- Understand the principles of supply chain and waste management.
- Recognise potential risks in the working environment, how to address them and the potential consequences of those risks.

What apprentices will learn

Knowledge

Culinary

- Contribute to reviewing and refreshing menus in line with business and customer requirements.
- Use available technology in line with business procedures and guidelines to achieve the best result.
- Check food stocks, report on shortages, prioritise food that is close to expiry and keep the storage areas in good order.
- Work methodically to prioritise tasks, ensuring they are completed at the right moment and to the required standard.
- Measure dish ingredients and portion sizes accurately.
- Demonstrate a range of craft preparation and basic cooking skills and techniques to prepare, produce and present dishes and menu items in line with business requirements.
- Use correct knives and knife skills when preparing food and use the correct equipment when preparing, cooking and presenting food.
- Correctly store and use food commodities when preparing dishes.
- Apply correct preparation and selection methods when using meat, poultry, fish and vegetables in dishes.
- Complete preparation and cooking tasks to a high standard, delivered on time and presented as described within the recipe specification.

Food Safety

- Maintain a clean and hygienic kitchen environment at all times, complete kitchen documentation as required.
- Store, prepare and cook ingredients correctly to deliver a quality product that is safe for the consumer.

People

- Work effectively with others to ensure dishes produced are of high quality, delivered on time and to the standard required.
- Use suitable methods of communication and operate in a fair and equal manner that demonstrates effective team working.
- Develop own skills and knowledge through training and experiences.
- Support team members to produce dishes and menu items on time to quality standards.
- Perform role to the best of own ability in line with the business values and culture.
- Develop good working relationships across the team and with colleagues in other parts of the organisation and deal with challenges and problems constructively to drive a positive outcome.

Business

- Follow instruction to meet targets and effectively control resources.
- Follow procedures regarding usage and waste of resources.
- Undertake all tasks with due care and attention, reporting risks in the appropriate manner.

What apprentices will learn

Behaviours

Culinary

- Show enthusiasm for keeping up to date with business and industry trends.
- Use technology and equipment in line with training.
- Has the confidence to promptly deal with sub-standard ingredients, or those nearing their sell by date.
- Demonstrate the ability to identify when tasks are not going to plan and has the confidence to request support when needed.
- Pay attention to detail and work consistently to achieve standards.
- Show commitment to developing skills and knowledge; trying out new ingredients and dishes; practicing and reflecting on different preparation and cooking techniques.
- Demonstrate care and attention when using knives and equipment.
- Consistently use the correct volume and quality of commodities in each dish, maintaining attention to detail.
- Utilise the correct cuts and preparation methods to produce high quality, technically sound dishes.
- Has an appreciation of ingredients.

Food Safety

- Demonstrate high personal hygiene standards.
- Follow safe working practices when storing, preparing and cooking ingredients to maintain their quality and safety.

People

- Take pride in own role through an enthusiastic and professional approach to tasks.
- Listen to and respect other peoples' point of view and respond politely.
- Welcome and act on feedback to improve personal methods of working, recognising the impact that personal performance has on the team. Recognise own personal growth and achievement.
- Respond positively to instruction and be aware of team members who may need support to get menu items out on time without compromising quality.
- Behave in a manner in line with the values and culture of the business.
- Communicate and behave effectively to help team members achieve the best result for the customers and the business.

Business

- Be financially aware in approach to all aspects of work.
- Set an example to others by working in ways which minimise waste.
- Is vigilant and aware of potential risks within the kitchen environment and takes action to prevent them.

End point assessment

The End Point Assessment (EPA) can only be triggered after 12 months of starting the apprenticeship and is dependent on when the employer and training provider decide the apprentice is ready. EPA is typically expected to conclude within 3 months. The employer has the final decision to progress the apprentice to EPA. The apprentice and training provider should feel confident the learning outcomes have been achieved.

The EPA consists of three elements, all of which may be completed online. All assessment methods need to be passed. Each assessment method should directly assess the knowledge, skills and behaviours of the Standard. The assessor has the final decision.



Knowledge Test

The apprentice undertakes a multi-choice test to last a maximum of 60 minutes and include 50 equally weighted multi-choice questions with four possible answers each. The assessment should typically be passed before the apprentice progresses to the interview and presentation. The test is to be completed online and requires invigilating.



Portfolio-based Interview

The interview is for 30-45 minutes and scored out of 100 by the Independent Endpoint Assessment Organisation. The interview assesses:

- Understanding of the portfolio to validate competence shown.
- Self-reflection of performance, demonstrating knowledge and how appropriate skills and behaviours have been applied.
- Judgement and understanding to explain appropriate examples.



Project Presentation:

The apprentice delivers a presentation to the EPAO on a project they have completed or a process they have improved. The presentation lasts 10-15 minutes, with a further 10-15 minutes for a Q&A session. The presentation is out of 100. The project is completed from month 9 of the apprenticeship and should be completed prior to EPA being triggered. The project is submitted to the EPAO and they provide a question to answer in the presentation, for example:

- How have you improved a process or operating practice?
- What were the steps you took to implement the project?
- What worked well and how would you improve the results in future?